

4-29-20
Long Term Care Stabilization Program
Frequently Asked Questions – Release #3

- 1. During the COVID-19 Emergency, if we are short-handed in the facility, all staff, including billing, administrative, etc., fill in and provide frontline care. All my staff are hands-on, so we can establish a “the resident comes first” culture during this emergency. Are these staff eligible for the stipend?**

Operational staff such as accounting, human resources, training, and other back office functions are eligible to the extent and for the hours that they are deployed for the express provision of frontline services. Employees providing solely managerial or administrative functions, whether onsite or remotely, are not eligible for the program. Executive staff, such as CEOs/Presidents, COOs, CFOs, and Directors are not eligible for the program.
- 2. Many staff work shifts that are 7.5 hours a day and multiple days. Will these workers qualify as full time?**

The part time threshold for the program has been adjusted from 8 hours to 7.5 hours. A frontline staff person qualifies for part time if they work 7.5 hours and full time if they work 30 hours minimum. The Guidance document will be adjusted to reflect the 7.5 hour minimum.
- 3. What if they just work a straight 7.5 hour shift, would they qualify?**

The part time threshold has been adjusted from 8 to 7.5 hours.
- 4. Regarding Hospices – Are you only referring to In-Patient Hospice facilities or Hospice Agencies that provide care in the patient’s homes?**

Both are included.
- 5. Does this include DMEs that provide in home care/delivery of vents, oxygen and more to aid those diagnosed with COVID-19 or being treated with the similar symptoms?**

Yes.
- 6. If a VNA is owned by a Hospital, can they qualify for the \$300 Stipend?**

Hospitals and hospital owned providers are not eligible for this program.
- 7. At our home care agency, we have employees who primarily work in MA and ME, but occasionally visit patients in NH to provide home care. Would these staff members be eligible for the program? If so, would they receive a stipend amount based on the number of hours they work in NH?**

Yes, as long as the employer is a NH Medicaid enrolled provider rendering services to New Hampshire Medicaid recipients and the employee provides at least 7.5 hours of frontline care a week to New Hampshire Medicaid recipients.
- 8. In the CFI and three developmental service waiver programs, family members can be hired by the Medicaid provider to be the direct care worker. These individuals are on the Medicaid provider’s payroll, go through all the required training, background checks, etc. Are they eligible for the stipend if they don’t live with their family member? Are they eligible if they do live with their family member?**

For all HCBS 1915 (c) waiver programs, the frontline employee is eligible for the program if they do not live with their family member and is not eligible for the program if they do live with their family member.

- 9. If a person is a family caregiver and provides services to other Medicaid patients, would they be eligible for the part time stipend depending upon how many hours they work providing services to non-family patients?**

Yes.

- 10. Is there a minimum number of hours or percentage of hours a frontline employee must work with Medicaid beneficiaries in order to be eligible for the stipend?**

The minimum number is 7.5 hours that a frontline employee must work with beneficiaries in order to be eligible for the part time stipend and a minimum of 30 hours to be eligible for the full time stipend. There is no percentage of hours.

- 11. In most medical home care agencies, *staff can be assigned to any patient* – Medicare, Medicaid, commercial, etc. Agencies do not track which payer the employee is assigned to. Can you please provide further clarity on this?**

If an employee is likely to see a Medicaid patient in their normal course of work, then the employee is eligible. If an employee is never assigned to a Medicaid patient in a work week, they would not be eligible for the stipend. For example, if an agency has “Private Duty Programs” where the client is self-pay or has Long Term Care insurance and the staff member is assigned *only* to the private duty program or to a specific private duty patient then this employee would not be eligible.

- 12. For an owner of the LLC, who is a nurse and does provide frontline home care visits, would she qualify for the stipend? She is not a W-2 employee because of the LLC set up so not sure what’s needed in terms of weekly payment certification form submission.**

The individual is not eligible for the program.

- 13. If a caregiver doesn’t submit timesheets one week but then submits two weeks’ worth the following week, can the employer request two weeks’ worth of stipends for that employee based on each corresponding week’s frontline hours worked or can it be only one stipend request per payroll? On a weekly check run, the employee would receive two checks for two pay periods but on the same paycheck date (same payroll week) due to late timesheet submittal. Can only one stipend be requested or can it be two (one for each week worked no matter the payday)?**

The qualifying Medicaid enrolled provider may submit multiple WEEKLY PAYMENT CERTIFICATIONS in order to catch up for frontline services provided by qualifying employees going back to the week starting April 19th. This was the first week of eligibility following Governor Sununu’s order creating the program issued April 16th. While multiple certifications may be submitted in the first week, each WEEKLY PAYMENT CERTIFICATION, may only include one single weekly period.

Please note that further Guidance may be issued and additional FAQs may be published, so check for updated information frequently.